

# MOISTURE PROBLEM EVALUATION

(Regional Building Committee—Province or state and number)

(Date of inspection)

(Congregation name)

(City)

(Province or state)

(Congregation number)

(Kingdom Hall address)

A local elder representing the congregation(s) and the remediation overseer should meet at the Kingdom Hall and fill out this form. Please use additional sheets as necessary. After your inspection, forward the form to the Regional Building Committee chairman, who will then fax the completed pages to the Kingdom Hall Desk at (845) 306-3410. The Regional Building Committee chairman should then call the Kingdom Hall Desk at (845) 306-1000.

1. Check for the following and their location in the hall. Do not open walls or floors at this time.

Mold Indicator	Yes/No	Location(s)
A. Odors		
B. Discoloration/staining on walls		
C. Moisture under carpet/vinyl floor		

2. According to **reports received by the elders** in the various congregations using the Kingdom Hall (please check **only with the elders** about this matter):

- a. What is the number of individuals who feel they have health concerns because of the Kingdom Hall? \_\_\_\_\_
- b. How many have stopped coming because of such concerns? \_\_\_\_\_ (Noteworthy cases should be reported on a separate sheet.)
- c. Number of congregations using building: \_\_\_\_\_ Total publishers: \_\_\_\_\_

3. Without opening walls or prying open floors, make a preliminary analysis to determine:

a. Source(s) of moisture problem(s)

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b. How to resolve moisture problem(s)

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4. Detail the building's components (e.g., precast concrete, wood, steel, stucco, or vinyl) and condition (excellent, good, or fair).

	Building Component	Condition
Floors (subfloor and finish)		
Walls (structural components)		
Exterior walls finish		
Interior walls finish		
Ceilings		
Roof (structural components and surface)		
Windows and doors (number and size)		
Crawl space		
Foundation		

5. HVAC: Check the boxes that apply.

<b>Heating:</b>	BTU/hr:					
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Hot-water boiler      Forced air      Steam boiler					
	Other (specify) _____					
<b>Air-conditioning:</b>	Capacity (tons):			Unit combined w/heating?		
<b>Powered by:</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Electricity	Gas	Other (specify) _____			

**For office use only:**

S-104 received:

Received call from RBC chairman:

KHAA funds requested: Y/N

EC needed: Y/N

Final report received:

6. Complete the following for the entire building, including portions occupied by others:

	Length	Width	Height (floor to ceiling)	How Used
Bsmt.				
Floor 1				
Floor 2				
Apt.				

7. Make a simple line drawing of the Kingdom Hall to show the floor plan. Be sure to indicate north/south orientation. Clearly mark on the diagram where all vinyl wall covering exists, if any.

8. Kingdom Hall background:

- a. Year built: \_\_\_\_\_ Quick build? \_\_\_\_\_ Year of last major renovation: \_\_\_\_\_
- b. Inspect the exterior grading. Is the landscaping below the Kingdom Hall slab? \_\_\_\_\_  
If not, please make a simple elevation drawing on a separate sheet to note any problem areas or provide a photograph.
- c. Inspect the gutter system. Do rain leaders discharge away from the building foundation? \_\_\_\_\_
- d. Is there any indication of rodent intrusion (feces, disturbed insulation, mousetraps, etc.)? \_\_\_\_\_
- e. Replacement value of building (current cost to rebuild from the ground up if the RBC and local volunteers supply labor; do not include the land price): \_\_\_\_\_

9. Please send digital photographs if there is visible evidence of mold, discoloration, or staining on wall surfaces related to mold. (Contact the branch office for instructions on where photographs should be sent.)

10. Briefly describe any past moisture problems in the building, such as leaks, flooding, or ponding on the ground next to the building. Use a separate sheet if necessary.

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11. Were any previous attempts made to correct a moisture and/or mold problem in this building? \_\_\_\_\_ If so, on a separate sheet(s) please explain the problem(s), its cause, its severity, when it was detected, what was done about it, who did the work, what it cost to remediate, and the results.

12. Summarize all major work done on the Kingdom Hall after its construction, especially work involving plumbing, roofing, and HVAC.

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13. What types of cleaning solutions, paints, solvents, or other chemicals are stored in the building?

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14. Have pesticides been used within the last two years? \_\_\_\_\_ If so, indicate the company or person who performed the work, the type of chemical used, and when it was used.

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**Brothers performing the inspection:**

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 (Remediation overseer—Sign and print name)

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 (Local elder—Sign and print name)